

Regulation 1: Relocation of the Family Unit

The Documentation Tab of the ICPC Referral will stop you from moving forward if you are missing certain pieces of work. The documents that the system checks are not the only documents required, and if you are missing the following documentation, the ICPC Referral will be sent back to you for updates.

Regulation 1 is a situation where the child is currently living in Wisconsin with a resource approved by your agency, and you are requesting approval for the resource to move to another state with the child. In order to submit a Regulation 1 ICPC Referral, you must upload the following documentation on the Documentation Tab:

Required Document	Upload As	Comments/Required Content
Cover Letter	Other Documentation	Identify child to be placed and contact information of the proposed resource. Include a brief statement of legal status, how the placement is going, plans for the move, and long term plan for the child. Note any special circumstances or considerations for placement.
100A	100A	This is a template that will prefill with information that entered into the ICPC Referral, but it must be launched, printed, signed and uploaded as an image prior to submission to the ICPC Office.
100B	100B or Other	This is only required if the child has already moved.
Court order placing the child, or a statement about the agency's authority to place the child and supervision will be ongoing	Applicable Court Order Type	This could be several types of court orders, depending on the status of the case.
Case History	Various	This can be documented in the court report, permanency plan, or other existing document, but must include: <ul style="list-style-type: none">• Placement and social history,• Court involvement,• Social dynamics,• Special needs of the child,• Other information relevant to the placement of the child,
Worker Statement	Worker Statement	This is a template that will fill with information that was entered into the ICPC Referral, but it must be launched/uploaded prior to submission to the ICPC Office
Information about the child's placement history in Wisconsin	Various	This can be uploaded as a separate document, or may be included within other documents submitted.
Copy of the child's case plan or permanency plan	Case/ Permanency Plan	If there is no case or permanency plan for the child, this is not required prior to submission
Financial/Medical Plan	Financial/ Medical Plan	This is a template that will fill with information that was entered into the ICPC Referral, but it must be launched/uploaded prior to submission to the ICPC Office
Birth Certificate	Birth Certificate	This is not required to move forward, but is preferred if available
Petition or Order for Termination of Parental Rights	TPR Order or TPR Petition	This is required if the request is for the purposes of adoption
Any licensure, certification, or approvals from the sending state, including verification of completed training	Applicable image type	These documents should be uploaded separately as images as applicable.
Existing home study and any updates to that home study	Home Study	If the family is licensed, this would be the SAFE Home Study and any updates. If the family is not licensed, there may not be a home study to attach (note in the cover letter).